

## ABSTRACT OF THE DISCLOSURE

The information processing apparatus includes a manipulation procedure database 104 in which manipulation procedures selectable by a user are

5 described hierarchically. Then, the information processing apparatus judges a manipulation procedure selected by the user, and if a manipulation procedure of a hierarchy lower in order than the judged manipulation procedure exists, synthesizes voice

10 information on the manipulation procedure of the lower hierarchy in a voice synthesizing processing unit 105 using a dictionary for voice synthesizing 106, and outputs the voice information from a voice output unit 107. In addition, if a manipulation procedure of a

15 hierarchy lower in order than the judged manipulation procedure does not exist, the information processing apparatus transitions to a manipulation procedure which is a manipulation procedure of a top hierarchy and is different from a manipulation procedure of a top

20 hierarchy of the manipulation procedure, and voice information of the top hierarchy to which the information processing apparatus has transitioned is outputted.